

PASS TIMES

A PERSUPP DET Yokosuka Newsletter

Volume 4, Number 04

April 2001

EDUCATIONAL SERVICE OFFICE.



ANNUAL RECERTIFICATION OF SPECIAL DUTY ASSIGNMENT PAY (SDAP). Reference: CNO

Washington DC 021410Z APR 01.

1. To be eligible for the SDAP, servicemember must:
 - a. Be qualified to fill the SDA billet; and
 - b. Be assigned to the SDA billet (not in excess). Exception: Excess nuclear-trained personnel if they meet the requirements in NAVADMIN 318/00.
2. Procedures by commands:
 - a. Forward an annotated copy of EDVR, section 4 only, by mail or fax to Navy Personnel Command (Pers-815), 5720 Integrity Drive, Millington, TN 38055-8150, Fax: (901) 874-2623/DSN 882.
 - b. Do not send section "SP" of the EDVR for annual SDAP recertification purposes.
 - c. Any changes to SDAP recipients must be annotated on section 4 of the EDVR. Annotate reference by which changes were made, i.e., DMRS/SDS entry which added or deleted member as SDAP recipient.

- d. Commanding Officer's signature to certify the report must be on the EDVR copy that is forwarded to NAVPERSCOM (PERS 815). By direction signatures are not authorized. Endorsement must read: **"I have reviewed and certify member's eligibility for SDAP."**
3. POC is PN1 Jones, NAVPERSCOM (PERS 815), (901)874-3207/DSN 882 or e-mail: p815d1@persnet.navy.mil.

TRANSPORTATION SECTION.



AIRLINE RESERVATION FOR PETS.

Summer PCS season is almost upon us and pet spaces are at a premium. Passenger reservation requests with NAVPTO require a 14 day window when pets are involved. Personnel are allowed to transport pets as accompanied baggage. If there are special requirements such as bringing the pet in the cabin with you, please advise with the initial request. Although assistance for booking the pet is provided, the traveler is responsible for all costs incurred, for obtaining required

permits or licenses, and for coordinating any special arrangements directly with the carrier.

At the time of booking the passenger must provide age, breed, and sex of pet. Kennel size (length, width, and height) and total weight of animal and cage.

AMC is again allowing pets (cats and dogs only) in the passenger cabin after all the pet spaces in the cargo hold are booked. Pets in the cabin must be transported in hard plastic kennels not to exceed 20L X 16W X 8H. (AMC will not accept pets transported in soft kennels.

Please be reminded that airlines may refuse to accept pets when summer temperatures climb to levels that would be dangerous for your pets. This decision is up to each airline and is decided on a day to day basis. CTO may book early morning/late evening flights for the health of your pet.

UNITED AIRLINES

- Will accept pets for PCS travel only. You will need to present PCS orders.

DELTA AIRLINES

- Has pet embargo from 15 May 2001 to 15 September 2001 but will accept pets for PCS travel only. You will need to present PCS orders.

NORTHWEST AIRLINES

- Has pet embargo from 01 July 2001 to 15 September 2001.

AMERICAN AIRLINES

- Will not accept pets.

CONTINENTAL AIRLINES

- Will not accept pets

For more information on air travel with pets, please contact NAVPTO at 243-7323.



CAR RENTAL

INFORMATION.

Reference:
CDRMTMC

Alexandria VA 211335Z MAR 01.

1. The purpose of this article is to provide guidance regarding proper procedures in renting vehicles under the U.S. government car rental agreement 2, and address issues and concerns, pertaining to it.

2. Forty Rental Car Companies participate in the agreement with the military traffic management command that provide special rates, unlimited mileage and collision damage waiver insurance. When selecting commercially rented vehicles; Transportation Offices (TO), Commercial Travel Offices (CTO), and travelers should select the lowest cost car rental company that meets the traveler's official requirements.

3. It has been brought to our attention that "NO SHOWS" have become a major concern for the rental car companies. Government travelers are making duplicate reservations and not cancelling existing ones. If travelers make their reservations with the CTO or travel service provider, and notify them of cancellations when travel plans change, "No Shows" can be eliminated to cancel reservations result in lost business opportunities for rental car companies and deny other travelers the

use of rental vehicles that would otherwise be available.

4. Some helpful rental car tips are listed as follows:

- a. We encourage travelers to have a copy of their travel orders available. It also serves as evidence of an employee's official travel status.
- b. Payment for rental services may be made by cash, personal check, or credit card. However, when renters use their government card as identification of official travel status, the cost of the rental will be charged to that card. Acceptance of a government charge card is mandatory for rentals under the U.S. Government Car Rental Agreement. For employees without a government charge card or personal credit card, cash deposits up to the estimated amount of rental charges may be required.
- c. The company will notify renters that in the event of an accident or if repairs become necessary, they should immediately notify them by calling the toll free telephone number, or other telephone number provided by the company. A request for replacement vehicle can be made, if necessary and instructions for the disposition of the disabled vehicle. Renter will request a copy of police report (if applicable) for company. The time spent while waiting for the replacement or for repairs due to any mechanical failure of the vehicle shall be deducted from the total amount of rental time.

- d. Complaints should first be addressed by the traveler, at the rental car location. If the traveler does not receive a satisfactory response, report the incident to the local TO. The TO should forward the complaint to the Rental Car Company's Government Representative, and furnish MTMC/MTPP as a copy of the complaint. If a satisfactory response is not received, the complaint package should be forwarded to MTMC for final resolution. The address is HQ MTMC 200 Stovall Street, ATTN: MTPP-AS, Hoffman Building II, Alexandria, VA 22332-5000.
- e. In the event of an accident or if repairs become necessary, the renter will notify the company by calling the toll free telephone number, or other telephone number provided by the company.

5. Some of the rental car companies offer additional incentives for frequent travelers traveling on official business. Some of them are express check-ins, ref-fuel options, and express return of vehicles. Please inquire about these, when requesting your reservations.

6. In cases where a traveler rents a vehicle, where the size/class car reserved is not available, the company will substitute an upgraded vehicle at the same rate or, with renter's consent, a smaller car at the reduced rate. In cases when there are no vehicles available at the time of pick-up, and the renter has a reservation, the rental location will make arrangements to provide a vehicle through another location participating in the rental agreement. If there is a rate difference the company with which the

reservations were confirmed will reimburse the difference.

7. Rates and other information pertaining to the U.S. Government Car Rental Program are available through the MTMC Web address, which is [HTTP/MTMC.ARMY.MIL/TRAVEL/](http://MTMC.ARMY.MIL/TRAVEL/).

8. POC's are Ms. Jean Withers, DSN: 328-3273, Commercial (703) 428-3273 or Ms. Christine Braswell, DSN 328-3008, Commercial (703) 428-3008.

CUSTOMER SERVICE SECTION



ID CARDS/DEERS DOWNTIME CHANGE

Effective 1 April 2001, with the beginning of daylight savings time in the United States, ID Cards/DEERS downtime changed from 1300 to 1330 (Monday thru Thursday) and to 1300 to 1400 on Fridays. Due to DEERS updates in CONUS, this downtime affects all services around the world. Please advise your personnel of this change to allow them to plan around the time that ID Card services are not available.



PSD CLOSURE

PSD will be closed at 1100, 02 May 2001 (Wednesday) due to command semi-annual Physical Readiness Assessment followed by a command function. PSD Command Duty Officer will be on call for emergencies.

ADMIN SECTION



LEAVE AUTHORIZATION

a. FUNDED EMERGENCY LEAVE AND COT LEAVE.

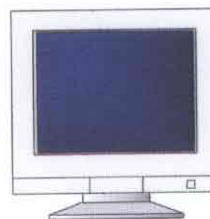
Personnel approved for Funded Emergency Leave and COT leave must be assigned a Leave Authorization Number (LAN).

- b. If a member returns from leave and does not turn in the original leave papers part 1, command must send (within 5 days) a copy of the part 2 annotated with the time and dates the member took leave.
- c. Personnel taking OTEIP leave must have a copy of the approved OTEIP message from BUPERS attached to their leave papers.
- d. For any correction to charged leave dates, a memorandum from the command certified by the Admin Officer or certifying officer must be forwarded to PSD Admin Section. A memorandum from the leave control clerks or member will not be accepted under circumstances.



PLR MEETING

The next scheduled PLR meeting will be on Thursday, 31 May 2001 at 0900 in the ATG building.



THE FY 2001 NATIONAL DEFENSE AUTHORIZATION ACT (NDAA)

Reference: ALNAV 040/01.

1. The FY 2001 National Defense

Authorization Act (NDAA) contains several provisions that will increase health care benefits for active duty personnel and their family members and will provide an unprecedented benefit for retirees over age 65. An understanding of these benefits is important for both recruiting and retention.

2. Effective April 1, 2001, active duty family members enrolled in TRICARE Prime no longer have to make copayments for medical care received from civilian providers. Family members who use the point-of-service option are responsible for paying the annual deductible of \$300.00 per member or \$600.00 per family, and 50 percent of the TRICARE allowable charge once the deductible is met. Active duty family member will still have to pay pharmacy co-payments for the national mail order pharmacy program and at network retail stores.

3. A new simplified co-payment structure for prescription drugs obtained through the national mail order pharmacy (NMOP) or retail pharmacies began 1 April 2001. The best value in filling prescriptions will still be at the military hospital or clinic where there is no co-pay. The most economical way to fill a prescription outside military hospitals will be the NMOP. Beneficiaries may receive up to a 90 day supply of a "brand name" drug on the formulary list of \$9.00 or a generic drug for \$3.00 through the NMOP, compared to a 30 day supply for the same co-pays at a neighborhood network pharmacy. TRICARE Standard beneficiaries using a non-network pharmacy will have higher co-pays and must fulfill their deductible. Active duty members have no co-pay.

4. All elements of the DOD pharmacy program will be extended to beneficiaries age 65 and over as of 1 April 2001. Beneficiaries who enrolled in medicare part b if they turned 65 on or after April 1, 2001 in order to use the senior pharmacy program.

5. One of the most important steps in taking full advantage of these benefits is to make sure you've updated the Defense Enrollment Eligibility Reporting System (DEERS) record with your correct address and any changes in family status, such as marriage, divorce, birth or adoption.